

MINUTE BOOK XXIX, PAGES 1-6
TROUTMAN TOWN COUNCIL REGULAR MEETING MINUTES
January 09, 2020

The regular meeting of the Town of Troutman Town Council was held in the Troutman Town Hall, 400 North Eastway Drive, North Carolina on Thursday, January 09, 2020 at 7:00 p.m. with the Mayor Teross W. Young, Jr. presiding.

Councilmembers Present: Paul R. Bryant, Sally P. Williams; W. Paul Henkel; George W. Harris; Edward R. Nau

Councilmembers Absent: None

Staff Present: James W. Freeman, Interim Town Manager; Kimberly H. Davis, Town Clerk; George A. Berger, Planning Director; Tina S. Fleming, Police Chief; Gary W. Thomas, Town Attorney

Press Present: Debbie Page, Iredell Free News

MAYOR TEROSS W. YOUNG JR. CALLED THE MEETING TO ORDER

MAYOR YOUNG WELCOMED VISITORS AND GUESTS

INVOCATION – Delivered by Pastor Wesley Morris, Ostwalt Baptist Church, Troutman

PLEDGE OF ALLEGIANCE

ADJUSTMENTS TO THE AGENDA

No adjustments were made.

APPROVAL OF THE AGENDA

Upon motion by Councilmember Henkel, seconded by Councilmember Bryant, and unanimously carried, the January 09, 2020 meeting agenda was approved as presented.

CONSENT AGENDA: *Items on the Consent Agenda are considered to be routine by the Town Council and will be approved with one motion. There will be no separate discussion on these items unless the Mayor or a Council member so requests, in which event the item will be removed from the Consent Agenda and considered as the first item under New Business.*

ITEM 1. APPROVAL OF AGENDA BRIEFING MINUTES OF DECEMBER 09, 2019

ITEM 2. APPROVAL OF CLOSED SESSION MINUTES OF DECEMBER 09, 2019

ITEM 3. APPROVAL OF REGULAR MEETING MINUTES OF DECEMBER 12, 2019

ITEM 4. APPROVAL OF BUDGET AMNEDMENT FOR MANAGERS SEARCH

Upon motion by Councilmember Bryant, seconded by Councilmember Nau, and unanimously carried, January 09, 2020 Consent Agenda Items was approved as presented.

(Copied in full, Budget Amendment is attached to and made part of these minutes and is filed on CD titled: "Town Council Supporting Documents" dated January 6th and January 9th, 2020 in CD Book #1 titled: "Town Council Supporting Documents")

STANDING REPORTS

ITEM 5. ABC STORE QUARTERLY REPORT, (*Layton Getsinger, ABC Board Chairman*)

On behalf of the Troutman ABC Board, General Manager Evelyn Walls and store employees, Layton Getsinger, ABC Board Chairman presented an update on the ABC Store's performance for the end of the 2nd Quarter for Fiscal Year 2019-2020. He stated that the store continues at a reasonable rate of growth. At the end of December the store was \$80,412 ahead of the total at the same time last year and will surpass \$1 Million in sales mid-January as opposed to mid-February last year. December was the best month ever with \$208,302 in net sales compared to last year's sales of \$197,171. The store had 2 big days last year in December as a result of the snow on December the 8th that added approximately \$11,000 extra in sales that the store did not have this year. In November, last year's sales was surpassed by \$18,000. The store's best 1 day sales now stands at \$19,236 which happened on December 23rd and was closely followed by New Year's Eve with sales of \$18,448. Mr. Getsinger continued by reporting:

- Net Sales for the 2nd Quarter: \$511,110, up 8% from 2nd Quarter of last year
 - Operating Expenses averaged: \$23,599 per month (a 1% decrease from last year's 2nd Quarter)
 - 2nd Quarter Net Profit:
 - Before distributions: \$45,500
 - After Distributions of: \$18,451
 - Net Profit After Distributions is: \$27,049
- The ABC Board budgeted \$1.62 million in sales for this year; at the moment the store is tracking to do \$1.8 million.
- Current Retained Working Capital is \$361,432 (against an allowed maximum of \$421,495).

Mr. Getsinger stated that the store is at full staffing with no known needs for additional payroll and he continues to perform some of the more difficult accounting functions to include budgeting and certain reports which remain a small offset to expenses as well as working 6 to 8 nights a month.

In keeping with the Board's commitment, 2nd Quarter distributions are being made to the town and its designees in the following amounts:

- | | |
|-----------------------------------|------------|
| ○ Town of Troutman | \$7,380.02 |
| ○ Parks and Recreation | \$1,845.00 |
| ○ ESC Park Fund | \$1,845.00 |
| ○ Troutman Friends of the Library | \$1,845.00 |
| ○ South Iredell High School | \$461.25 |
| ○ CATS | \$461.25 |
| ○ Troutman Middle School | \$461.25 |
| ○ Troutman Elementary School | \$461.25 |
- There are also the following mandatory distributions made in the 2nd Quarter:
 - Law Enforcement: \$1,537.76
 - Drug - Alcohol Coalition Iredell (DACI): \$2,152.76
 - This is a total of: \$18,450.57 for the 2nd Quarter.

Mr. Getsinger stated that there is a need for additional storage. The store currently carries \$175,000 in inventory and following a delivery, there is not enough space in the current warehouse for all the inventory and other supplies and equipment (forklift). He informed Council that the ABC Board is in the initial stages of pulling together information needed to engage the services of a contractor to enlarge the warehouse portion of the store and to finish the tray ceiling in the sales area. Preliminary drawings have been presented to the Town Planner to determine whether any UDO or Zoning changes taken place since we opened that would affect our plans. There are funds in reserve/savings to pay for the expansion. Projected cost of the project is in the range of \$200,000 to \$230,000. The drawings are paid for separately.

The expansion will not affect current distributions. Councilmember Henkel asked the square footage of the expansion. Mr. Getsinger responded that it is a little over 1,600 sq. ft.

Councilmember Bryant thanked Mr. Getsinger for his leadership and shared that attending today's Essentials of Municipal Government for Elected Officials Conference, a very complimentary conversation was held regarding a small town looking at Troutman's ABC Store as a model for a new store.

Mayor Young expressed appreciation for the update and commented that the ABC Store's staff does a great job; is very complimentary, and is focused on service.

ITEM 6. TROUTMAN FIRE DEPARTMENT QUARTERLY REPORT, (Wesley Morris, Fire Chief)

Troutman Fire Chief Wesley Morris presented the Fire Department's quarterly report stating that the department had a total of 2,100 calls last year (2019). Also in 2019 there was 6,279 total man hours used in training; 2 volunteers obtained Firefighters 1&2 certifications; 2 volunteers obtained medical responder certification; Troutman Fire and Rescue obtained State of NC Swift Water Rescue certification.

In reporting on the progress of building construction on Station 1, Chief Morris stated that it has been a challenge going between Stations 1&2 on a daily basis since offices are temporarily located at Station 2. Electrical and plumbing has started on the 1st floor, and are waiting on roof completion in order to frame the 2nd floor and to begin installation of the heating and air. When complete, it will be a Fire Station that everyone will be proud of. Councilmember Henkel asked when the building will be ready to be occupied. Chief Morris responded late spring/early summer. Mayor Young asked the square footage of the new building. Chief Morris replied 15,000 sq. ft.

Chief Morris presented the following goals as set for the department in 2020:

- Obtain State of NC trench certification (February) and equipment
- Replace squad vehicle (white SUV) before new budget year
- Replace outdated air packs (panning with the county)
- Replace tanker #3 (in preliminary conversation with the county)
- Additional full time staffing for Stations 2&3
- Continue to provide the best service possible to citizen

In conclusion, Chief Morris stated that he appreciates the Town's support and looks forward to working together in this new year.

COMMENTS FROM VISITORS AND GUESTS

The Public is invited to address the Town Council with comments or concerns. Public comment is limited to three (3) minutes per individual. Speakers are required to sign in at the podium and are required to adhere to Town Policy #51 titled: "Policy Governing Comments from the Public at Town Council Meetings".

No public comments were made.

NEW BUSINESS

ITEM 8. BOARD APPOINTMENTS

Town Clerk Kim Davis stated that applications were received from two members, Mark Michel and Rob Bobinski, for reappointment to the Design Review Board (DRB). Both terms expired in 2019 and the reappointments will each be for a three year term. She advised that in December, member Richard Jablonski resigned his position on DRB therefore. Mr. Bobinski, who held the alternate position can be considered to fill the voting position of Mr. Jablonski. Ms. Davis also

stated that there is one application for appointment to the position of Inside Alternate on the Board of Adjustment received by Ms. Jan Huffman.

a. Design Review Board (2 Reappointments)

Upon motion by Councilmember Williams, seconded by Councilmember Henkel and unanimously carried, approved reappointment of Mark Michel and Rob Bobinski as full voting members of the Design Review Board.

b. Board of Adjustment (1 Appointment)

Councilmember Williams asked Town Clerk Kim Davis if there are enough members for a quorum as the committee presently stands. Ms. Davis replied yes, as long as all members are present; the board has no alternate members at this time. Councilmember Williams stated that she has no problem with Ms. Huffman being on the Board of Adjustment, but requested Council to hold consideration of appointing Ms. Huffman. Councilmember Williams noted that there may be a conflict of interest in regards to a Special Use Permit that may go before the Board of Adjustment and its relationship between a text amendment Council passed while Ms. Huffman served on Town Council. Planning Director Berger stated that the Board of Adjustment meets this month, but no application has been submitted in regards to the potential case that is referenced. Also, Planning Director Berger mentioned there is no way to know a timeframe of when or even if an application will be submitted.

Upon motion by Councilmember Williams, seconded by Councilmember Nau, and carried, approved to hold consideration of the Board of Adjustment appointment until next month.

Yeas: Williams, Henkel, Harris, Nau

Nays: Bryant

Councilmember Henkel commented that a decision needs to be made by next month. Council needs to make sure that positions are filled as quickly as possible to ensure a quorum.

(Copied in full, applications are filed on CD titled: "Town Council Supporting Documents" dated January 6th and January 9th, 2020 in CD Book #1 titled: "Town Council Supporting Documents")

ELECTED/OFFICIALS REPORTS AND COMMENTS

Town Council Members:

- Councilmember Henkel
 - Reminder to Council: Fire Department Banquet this Saturday night.
- Councilmember Williams
 - Reminder to Council: Countywide Fire Tax District Meeting on January 21st.
- Councilmember Nau
 - Announced that this is National Law Enforcement Recognition Day recognizing the great job of the Troutman Police Department commenting that their service does not go unnoticed.
- Councilmember Harris
 - Seconded Councilmember Nau's comment regarding the Police Department and their performance.

Mayor Young:

- Expressed appreciation for the Troutman Police Department and the work that they do every day.
- Recognized Barry Smith, Troutman Food Lion's Manager for being selected as Lake Norman Region Store Manager Award Winner stating that he and his team is to be commended in being very supportive of the Troutman Community with Town events. Mayor Young asked that Council, staff, and the community, when given the opportunity, congratulate the Mr. Smith and team for their accomplishment.
- Recognized Martin Luther King Day on January 20th encouraging everyone to think about the day and its meaning, and to give back to the community as a day of service.
- Recognized County Commissioner Gene Houpe who was in attendance and asked if he had any comments. Commissioner expressing appreciation to Council for all they do, wishing them a Happy New Year.
- Recognized Ron Wyatt, Iredell County Register of Deeds for being in attendance and inquired about Troutman's growth. Mr. Wyatt commented that the Register or Deeds Office had an outstanding year and Iredell County is one of the top 5 growing counties in the state and commended Troutman for helping the community grow economically.

Town Attorney: None**Interim Manager:**

- Stated that there are two follow-up items resulting from discussions at agenda briefing. Interim Manager Freeman requested that Planning Director George Berger present an update regarding the proposed UDO text amendment situation. Mr. Berger advised that he has a series of brief communications with the engineer working on the proposed project for the property adjacent to the Fairgrounds and there has been work done on a professional basis such as preliminary site plans, and surveying for the project is on-going. He stated that he has no confirmation whether the property has been purchased. Mr. Wyatt stated that county records show that the property has not been closed. Councilmember Henkel asked Town Attorney Gary Thomas if it is to the level of vested interest by the perspective buyer where the Town could face liability by changing something. Town Attorney Thomas stated that if he is asking for his legal opinion, he suggest it be in closed session.
- Interim Manager Freeman called upon Police Chief Tina Fleming to update Council on the Flock Camera System. Chief Fleming presented the following system features:
 - The system has a unique search criteria that includes tag, make, model and style;
 - Stores information for a 30 day period;
 - Motion activated (takes picture of tag);
 - Solar powered;
 - Access to National Criminal Information Center (NCIC)
 - Can recognize if resident or non-resident of the community;
 - Notifies within 6 to 12 seconds (by either call, text or email);
 - Provides alerts with immediate notification;
 - Availability to watch live stream;
 - Mounting of cameras on poles.

Chief Fleming stated that the Town is receiving 2 cameras for a 60 day trial after which a presentation to Council to see if Council wants to pursue. Cost is \$2,000 per camera per year with a 1 to 5 year contract which includes: install, poles (if needed), mounting, solar panel, maintenance, account manager, 2 hr.'s repair time, mobile alerts, camera back-ups/server, (6-8 weeks for installation from signing of contract). The company also offers neighborhood surveillance.

FYI - On January 27th – NC Risk Management will be performing a review/study of the Police Department. Mayor Young asked Chief Fleming to share future results with Council once completed.

- Interim Manager Freeman stated that he was hoping to have the Town Manager advertisement back to get out this week, but there seems to be a hiccup in regards to the service area and the request to include it into the advertisement. The CCOG is working to include it; once completed within the next day or two, Interim Manager Freeman will forward to Council via email.

CALL FOR CLOSED SESSION PURSUANT TO N.C.G.S. 143-318.11(a)(3) TO CONSULT WITH ATTORNEY

Mayor Young called for a Closed Session pursuant to NC General Statute 143-318.11(a)(3) to consult with attorney.

Along with Town Council, Mayor Young asked that Interim Town Manager, James Freeman; Planning Director, George Berger; and Town Attorney, Gary Thomas to join the Closed Session.

Upon motion by Councilmember Bryant, seconded by Councilmember Henkel, and unanimously carried, approved to hold a Closed Session pursuant NCGS 143-318.11(a)(3) to consult with attorney.

Mayor Young Opened the Closed Session.

MINUTES OF CLOSED SESSION HAVE BEEN SEALED UNTIL SUCH TIME PUBLIC INSPECTION WILL NO LONGER FRUSTRATE THE PURPOSE OF THE CLOSED SESSION

Closing of Closed Session and Reconvene Open Session

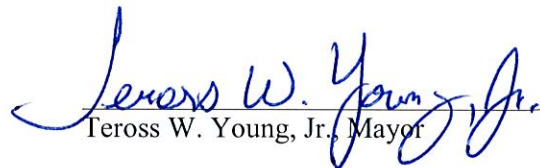
Upon motion by Councilmember Nau, seconded by Councilmember Bryant, and unanimously carried, approved to reconvene open session.

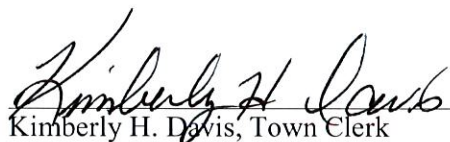
Action taken as a result of the Closed Session:

Upon motion by Councilmember Williams, seconded by Councilmember Harris, and unanimously carried, approved to pursue a text amendment to eliminate language that allows truck parking and maintenance in industrial zoning district.

ADJOURNMENT

Upon motion by Councilmember Harris, seconded by Councilmember Williams, and unanimously carried, the January 9, 2020 Town Council meeting was adjourned at 9:40 p.m.


Teross W. Young, Jr., Mayor


Kimberly H. Davis, Town Clerk

